

Army Intelligence And Security Command

Department: Department Of The Army
Agency: Army Intelligence and Security Command
Job Announcement Number:
VA 27-07 (Formerly VA23-06)

Overview

DETAILED VERSION

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INTERDISCIPLINARY POSITION (INTEL SPECIALIST / SECURITY SPECIALIST (POLYGRAPH))

Salary Range: 31,740.00 - 87,039.00 USD per year
Special salary rate will only be paid when polygraph certification is obtained and maintained

Series & Grade: GG-0132,0080-07/13

Promotion Potential: 13

Who May Be Considered:
OPEN ALL SOURCES

Open Period: Monday, January 08, 2007
to Monday, January 07, 2008

Position Information: Full-Time Permanent

Duty Locations: Many vacancies - Throughout The World, ww

LOCATIONS: World Wide

Job Summary:

Incumbent of position conducts the most complex counterintelligence polygraph examinations on military personnel all grades assigned/detailed to the National Security Agency and on both military and civilian personnel of all grades involved in Special Access Programs throughout CONUS and other agencies. Coordinates logistical requirements for pre-examination briefings and polygraph testing throughout CONUS. Prepares and evaluates polygraph investigative techniques and methods to be utilized during examination and prepares complete, concise investigative reports of all exams conducted. Conducts intelligence operational and specific issue suitability polygraph examinations on cleared personnel in sensitive positions or on those involved in specific Human Intelligence (HUMINT) or counterintelligence operations located with CONUS and OCONUS.

Key Requirements:

- Other Selective Factors

Duties

Major Duties:

Incumbent of position conducts the most complex counterintelligence polygraph examinations on military personnel all grades assigned/detailed to the National Security Agency and on both military and civilian personnel of all grades involved in Special Access Programs throughout CONUS and other agencies. Coordinates logistical requirements for pre-examination briefings and polygraph testing throughout CONUS. Prepares and evaluates polygraph investigative techniques and methods to be utilized during examination and

prepares complete, concise investigative reports of all exams conducted. Conducts intelligence operational and specific issue suitability polygraph examinations on cleared personnel in sensitive positions or on those involved in specific Human Intelligence (HUMINT) or counterintelligence operations located with CONUS and OCONUS.

THIS POSITION IS AN EMERGENCY ESSENTIAL POSITION.

Qualifications and Evaluation

Qualifications:

Candidates must meet qualifications requirements outlined in the Defense Civilian Intelligence Personnel System (DCIPS) Qualification Standard for GG-0132, Intelligence Specialist and the Office of Personnel Management X-118 handbook, Qualification Standards for GG-080, Security Specialist. Applicants must have education and experience which provided the particular knowledge, skills, and abilities to successfully perform the duties of

this position. One year of specialized experience must have been at/or equivalent to GG-05 for the GG-07, GG-07 for GG-09, GG-09 for GG-11, GG-11 for GG-12; and GG-12 for GG-13.

SPECIALIZED EXPERIENCE for the **Intelligence Specialist** is progressively responsible professional experience directly related to this position, in current, basic, or estimative intelligence research and analysis, intelligence operations, or intelligence management.

SPECIALIZED EXPERIENCE for the **Security Specialist** is experience that has equipped the applicant with the particular knowledge, skills, and abilities to perform successfully the duties of the position, and that is typically in or related to work of the position. Acceptability of higher education may be used to meet qualification requirements.

NOTE: Selected Security Specialist, GG-080, candidates will be converted to an Intelligence Specialist (Operations), GG-0132 when selected training and experience levels are met, but in no event not later than two (2) years from date of appointment. Candidates selected at a lower grade may be non-competitively promoted through successive grades to GG-13, upon meeting the DCIPS qualification standard, achieving requirements identified in the training plan, as applicable, and recommendation of the supervisor.

1. Currently possess or be able to obtain and maintain a **TOP SECRET security clearance** based upon a Special Background Investigation and eligibility for access to Sensitive Compartmented Information. This investigation may take up to a year to process. 2. Must be able to obtain and maintain a valid US Army Intelligence **Badge and Credentials**. 3. Must be willing to undergo and successfully complete a Counterintelligence Scope **Polygraph examination**. 4. **Travel may constitute up to 40% of the time**. 5. Must execute classified information **Non-Disclosure Agreement**. 6. Sign and comply with the provisions of a **rotation (mobility) agreement**. 7. In accordance with Change 3 to AR 600-85, Alcohol and Drug Abuse Prevention and Control Program, the incumbent of this position must successfully pass a **urinalysis screening** for illegal drug use prior to appointment and periodically thereafter. 8. Must be able to obtain and maintain a **valid state driver's license**. 9. Must obtain and maintain INSCOM **certificate as a Polygraph Examiner**. 10. **Must change military reserve or National Guard status to MICECP IMA program**. 11. Must be **capable of fulfilling all Theater Emergency Essential Civilian (EEC)/Key and essential Civilian Requirements**. 12. Language Qualifications: Under the Defense Language Proficiency Testing (DLPT) system, language **proficiency in a foreign language must be at least: Listening 2, Reading 2**. For applicants with no foreign language proficiency, a score of 96 or above on the Defense Language Aptitude Battery (DLAB) is required, but this condition may be waived.

How You Will Be Evaluated:

Knowledge, Skills, and Abilities and other Factors

Benefits and Other Information

Benefits:

You may participate in the Federal Employees Health Benefits program, with costs shared with your employer. More info: <http://www.usajobs.opm.gov/jobextrainfo.asp#FEHB>.

Life insurance coverage is provided. More info: <http://www.usajobs.opm.gov/jobextrainfo.asp#life>

Long-Term Care Insurance is offered and carries into your retirement. More info: <http://www.usajobs.opm.gov/jobextrainfo.asp#ltci>

New employees are automatically covered by the Federal Employees Retirement System (FERS). If you are transferring from another agency and covered by CSRS, you may continue in this program. More info: <http://www.usajobs.opm.gov/jobextrainfo.asp#retr>

You will earn annual vacation leave. More info: <http://www.usajobs.opm.gov/jobextrainfo.asp#VACA>

You will earn sick leave. More info: <http://www.usajobs.opm.gov/jobextrainfo.asp#SKLV>

You will be paid for federal holidays that fall within your regularly scheduled tour of duty. More info: <http://www.usajobs.opm.gov/jobextrainfo.asp#HOLI>

Opportunities are available in numerous locations and employees may transfer to new locations to further their career goals.

Other Information:

This is a Military Intelligence Civilian Excepted Career Program (MICECP) position and is in the Excepted Service under the Defense Civilian Intelligence Personnel System (DCIPS). Applicants will be considered without discrimination for nonmerit reasons, such as race, color, religion, sex, marital status, or membership or nonmembership in employee organizations or nondisqualifying physical handicap. Veteran's preference will not be applied to internal applicants.

How to Apply

How To Apply:

APPLICATION PROCEDURES: APPLICANTS MUST READ AND FOLLOW APPLICATION PROCEDURES LISTED BELOW. APPLICATIONS THAT ARE NOT COMPLETE WILL NOT RECEIVE CONSIDERATION.

Selectee must meet all requirements of the program to include mobility, language & security requirements. Normal PCS costs will be allowed. Relocation expenses will not be paid. All applicants must submit an application packet containing: (1) job element KSA (Knowledge's, Skills, Abilities) information; (2) narrative supervisory appraisal of each KSA which should include an adjectival rating; (3) current DLPT, DLAB or request to waive language requirement; (4) copies of last three performance appraisals.

APPLICATION PROCEDURES:

All applicants must apply through use of one of the following:

* **SF-171**- Application for Federal Employment (This form will be accepted, but is not required. It does

REQUIRE the applicant's signature.); **OR**

* **OF 612** -Optional Application for Federal Employment (This form **REQUIRES** the applicant's signature); **OR**

* **RESUME** -or other written format.

If you apply using a resume or other written format or the OF 612 you MUST also submit the following:

* **OF 306** -Declaration for Federal Employment (This form **REQUIRES** the applicant's signature. The OF 306 is not required when using the SF-171.)

*In addition, the following items **MUST** be submitted by all applicants unless otherwise noted:*

* **Supervisory Appraisal of the Ranking Elements (Knowledges, Skills, Abilities -KSA's)**. This requires submission of the below KSAs.

* **Ranking Elements Supplemental Statement (KSAs)**. Applicants must address these elements as they relate to their experience. This is done on separate sheets of paper.

* **Latest Three (3) Annual Performance Appraisals** (Current Civilian Federal Employees only).

* **SF-50B** -Notification of Personnel Action (Current Civilian Federal Employees only).

* **DD-214** -Certificate of Release or Discharge from Active Duty (As Applicable).

* **Current DLPT, DLAB or a request to waive the language requirement.**

Applications, regardless of format, **MUST** contain the following information:

JOB INFORMATION

* Vacancy announcement number, title and grade(s) of the job for which you are applying.

PERSONAL INFORMATION

* Full name, mailing address (including ZIP code) and day and evening phone numbers and area codes.

* Social Security Number.

* Country of citizenship. .

* Veteran's preference. .

* Highest Federal civilian position held to include job title, series, grade, dates in position and whether the position was permanent or temporary.

EDUCATIONAL INFORMATION

* Name, city, state and ZIP code of colleges or universities attended.

* Include major, type and year of any degrees received, total credits earned and indicate whether semester

or quarter hours.

EMPLOYMENT INFORMATION

* Provide job title, series and grade if federal job, duties and accomplishments, employer's name and address, supervisor's name and phone number, starting and ending dates (month and year), hours per week, and salary. Provide this information both paid and unpaid work experience related to the job for which you are applying. **Indicate if we may contact your current supervisor.**

RANKING ELEMENTS: Knowledge, Skills, Abilities (KSA's) Applicants must address the elements listed within this announcement on a separate sheet of paper.

SECURITY SPECIALIST (080) KSAs

1. Knowledge of legal principles, ethical standards, and current scientifically tested polygraph techniques.
2. Knowledge and ability to conduct advance level interviewing / interrogations as required by complex situations / investigations.
3. Ability to exercise independent judgment to assess polygraph results and make on-the-spot decisions designed to meet requirements of individual cases.
4. Ability to communicate effectively orally and in writing.

and/or

INTELLIGENCE SPECIALIST (0132) KSAs

1. Knowledge of counterintelligence investigative and operational methodologies, techniques, and concepts.
 2. Knowledge of the National intelligence Community structure, missions, functions, responsibilities and interrelationships.
 3. Ability to communicate effectively both orally and in writing.
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Supervisory appraisal must be completed by a current or former supervisor, or a knowledgeable senior. Frank appraisal of the capabilities of the individual applying for this position will assist in identifying highly qualified individuals. Brief statements in the 'Remarks' section in support of the rating would be most helpful to our evaluation panels. In accordance with the Privacy Act of 1974, we are required to provide applicants, upon their request, any record of production and/or any supervisory appraisal of past performance which was used or which may be used in considering them for appointment.

NOTE: S = Superior; V = Very Good; A = Acceptable; U = Unacceptable

SECURITY SPECIALIST (080) KSAs

1. Knowledge of legal principles, ethical standards, and current scientifically tested polygraph techniques.

REMARKS: _____

2. Knowledge and ability to conduct advance level interviewing / interrogations as required by complex situations / investigations.

REMARKS: _____

3. Ability to exercise independent judgment to assess polygraph results and make on-the-spot decisions designed to meet requirements of individual cases.

REMARKS: _____

4. Ability to communicate effectively orally and in writing.

REMARKS: _____

Indicate your relationship to the applicant _____First Level Supervisor; _____Second Level Supervisor;
_____other

Supervisor's Printed Name and Signature

and/or

INTELLIGENCE SPECIALIST (0132) KSAs

1. Knowledge of counterintelligence investigative and operational methodologies, techniques, and concepts.

REMARKS: _____

2. Knowledge of the National intelligence Community structure, missions, functions, responsibilities and interrelationships.

REMARKS: _____

3. Ability to communicate effectively both orally and in writing.

REMARKS: _____

Indicate your relationship to the applicant _____First Level Supervisor; _____Second Level Supervisor;
_____other

Supervisor's Printed Name and Signature

Applicants must meet all qualification requirements within 30 days of the closing date of this announcement. Applications submitted in postage-paid Government envelopes will not be considered.

Submit SF-171, Latest three performance appraisals, SF50 and DD Form 214 (as applicable). Postmarked by the closing date of this announcement.

Incomplete applications will not be considered.

Contact Information:

MICECP RECRUITMENT
Phone: (301) 677-2134 EXT 7006

Or write:
MICECP DIVISION
ARMY FIELD SUPPORT CENTER
375 CHAMBERLIN AVE, ATTN: IAFS-P-M
FORT MEADE, MD 20755-5904
US

What To Expect Next:

Applicants who qualify will be boarded through a panel, numerical rating and selection.

EEO Policy Statement

The United States Government does not discriminate in employment on the basis of race, color, religion, sex, national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, or other non-merit factor.

Reasonable Accommodation Policy Statement

Federal agencies must provide reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should contact the hiring agency directly. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

[DETAILED VERSION](#)[CLOSE](#)[PRINT](#)**Send Mail****Send Mail to:**

MICECP DIVISION
ARMY FIELD SUPPORT CENTER
375 CHAMBERLIN AVE, ATTN: IAFS-P-M
FORT MEADE, MD 20755-5904
US

**Questions?****For questions about this job:**

MICECP RECRUITMENT
Phone: (301) 677-2134 EXT 7006

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